

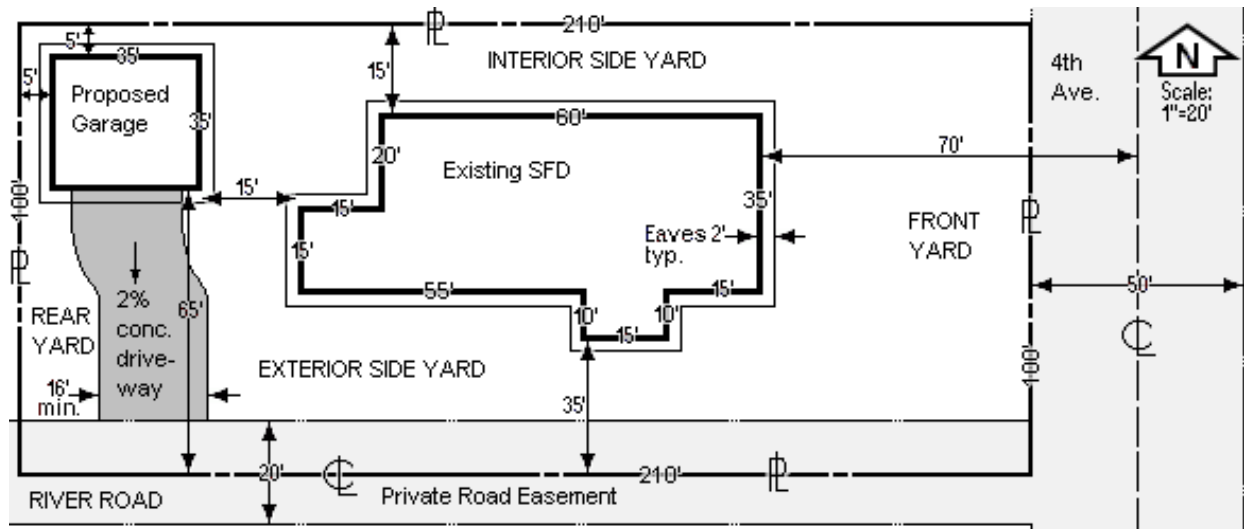


# MINIMUM PLOT PLAN INFORMATION

## Checklist Of Required Items For Plan Check Submittal

All items listed below **must** be included on the plot plan **to scale**. If not shown, your plans will be rejected.

- ☐ Two complete sets of plans (call (858) 565-5920 for specific requirements for your permit type).
- ☐ Minimum sheet size for new buildings or additions is 18" x 24" (11" x 17" for minor permits).
- ☐ Show scale used (**must** be to standard engineer scale, **not** architect scale).
- ☐ Plot plan must be clear and legible.
- ☐ **All** property lines must be shown to scale, identified and dimensioned.
- ☐ The entire parcel **must** be shown, regardless of size.
- ☐ All structures must be shown to scale, located with dimensions and identified as either "Existing" or "Proposed." The use of each structure must be identified.
- ☐ Call out "Front Yard," "Exterior Side Yard," "Interior Side Yard" and "Rear Yard" on the plot.
- ☐ Show all distances of buildings to property lines and road centerlines. Also show the distance between buildings. If there are well(s), identify and show their location on the lot.
- ☐ Show North arrow.
- ☐ Net area of parcel exclusive of road easements must be shown on plot.
- ☐ Property owner name and current address must be included. Parcel address should be included if available.
- ☐ Provide Assessor's Parcel Number (APN) and legal description.
- ☐ Show and identify the driveway(s) and all parking areas. Paving material and slope of driveway (percentage and direction) must be identified on the plot plan.
- ☐ Show how lot will drain. Show all stormwater BMPs on plot (see form LUEG-SW for details).
- ☐ EASEMENTS - ROAD, STREETS AND ALLEYS: Show location, names and width of **all**, including bordering easements. Centerline of all road easements must be shown and identified.
- ☐ EASEMENTS - GENERAL: **All** easements (including bordering easements) and areas of inundation/flooding must show and be clearly identified on plot plan.





**COUNTY OF SAN DIEGO • DEPARTMENT OF PLANNING AND LAND USE  
BUILDING DIVISION**

## COMMON PLAN SUBMITTAL REQUIREMENTS WORKSHEET

Items on this worksheet are an essential part of project design. The purpose of this worksheet is to inform the designer/applicant of minimum potential submittal requirements.

Assessors Parcel Number (APN):		Zoning Information (858) 565-5981	
Thomas Brothers Coordinates:		Use Reg	
Site Address:		Animal Reg	
Please Check One: I am <input type="checkbox"/> Contractor <input type="checkbox"/> Agent for Contractor		Development Regulations	Density
a(n) <input type="checkbox"/> Owner <input type="checkbox"/> Agent for Owner			Lot Size
			Bldg Type
			Max Flr Area
			Flr Area Ratio
			Height
			Lot Coverage
			Set Back
			Open Space
<b>Contact Information</b>		Special Area Regs	
Name:		General Plan:	
Address: Suite:		Use Permit No.:	
City: State:		<b>Setbacks:</b>	
Zip: Phone No.: ( )		Front:	
Fax No.: ( ) E-mail:		Side:	
<b>Owner Information</b>		Rear:	
<input type="checkbox"/> Check here if same as contact.		Ext. Side:	
Name:		<b>DPW</b>	
Address: Suite:		(858) 694-3281	
City: State:		Drainage District: _____	
Zip: Phone No.: ( )		Flood Plain: Yes No	
<b>Scope of Proposed Work</b>		<b>Other Information</b>	
<input type="checkbox"/> New Building (Commercial or Residential) <input type="checkbox"/> Addition (Comm. or Res.)		Water Well Yes No	
<input type="checkbox"/> Residential Remodel (No addition of floor area)		Sewer Septic (circle one)	
<input type="checkbox"/> Res. Acc. Structure (Barn, Garage, Cabana)		Temporary Occupancy Permit: Yes No	
<input type="checkbox"/> Commercial Tenant Improvement		Temp. Power: Yes No	
<input type="checkbox"/> Other, please describe:		Size of Electrical Service: _____ Amps	
<b>Building Areas</b> Note: Floor area on plans must match energy calculations. Please differentiate between commercial or residential areas		Fire Sprinkled: Yes No	
Floor Area (conditioned/habitable):		Fire Agency: _____	
Garage/Storage Area:		Air Conditioned: Yes No	
Basement Area (non-habitable):		Type of Construction: Type: Rating:	
Barn/Agricultural Building Area:			
Deck/Stair Cover Area:			
Covered Porch/Patio Area:			
Retaining Wall Area (in sq. feet):			
Number of Bathrooms:			
Area of Land Disturbance:			
Other, please describe:			